



State of Arizona  
Department of Education

**SCHOOL FINANCE MEMORANDUM 13-019**

**TO:** Charter School Administrators, Directors, and Principals

**FROM:** Lyle Friesen, Director of School Finance

**DATE:** November 1, 2012

**SUBJECT:** 11/01/12 Basic Calculation for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

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Please be advised that the November 1, 2012 charter apportionment is complete. The CHAR55-1 and the CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.ade.az.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

All eligible charters were paid based on the estimated student counts data submitted by the cutoff time of 5:00 p.m. on October 1, 2012 if they had not reached the 40<sup>th</sup> day plus 13 business day. The charters reaching their 40<sup>th</sup> day prior to October 1 were paid on actual. The student enrollment summary reports related to this payment cycle are available for download and review from the School Finance website. If the charter has any concerns or questions regarding the estimated enrollment data or report, please contact the assigned account analyst for the charter. The school-by-school list of account analysts is located at: <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>

For the December 1<sup>st</sup> payment, the charters that will have reached their 40<sup>th</sup> day of instruction plus 13 business days by November 1<sup>st</sup>, funding will be based on 40<sup>th</sup> day ADM, and for the charters who have not reached the 40<sup>th</sup> day will continue on estimated ADM.

**Important Notes:**

- A.R.S. section 15-185, Subsection B, paragraph 4: Additional Assistance has been calculated based on estimated ADM submitted by the schools. The preliminary reduction amount, pursuant to [Laws 2012, 2nd Regular Session, Chapter 294 \(SB1523\)](#), can be found on the last page of the CHAR 64-1 report. One-twelfth (1/12) of the amount was taken in the August 1 payment and the balance of the 11/12 amount will be taken equally from September to June 30 payment. \*\*Please note: This is only a preliminary number; the final reduction amount will be recalculated once the 100<sup>th</sup> day ADM is available for all schools.



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For any questions regarding the October 1, 2012 charter equalization calculation please call or email Barbara Axe, 602-542-8248, [Barbara.Axe@azed.gov](mailto:Barbara.Axe@azed.gov). Please contact your Account Analyst if you have any questions about your student count data or other required student information. You can find your Account Analyst at <https://www.azed.gov/Administrators/SF/Lists/LEAAccountAnalysts/AllItems.aspx>.